



*Board of Trustees Regular Session Wednesday, February 17, 2015*

*Present: Traci Black, Patricia Griffiths, Valerie Harsh, Gamal Herbon, Lois Holt, Holly Hult, Pepper Pehrson*

*Excused:*

*Others: Kim Fong; Library Director, Jill Scholten; Library Patron, Traci Sutherland; Library Staff*

- 1. Call to Order: President Black called the meeting to order at 6:35 p.m.*
- 2. Approval of Minutes*

*2.1 January 2016*

*The minutes of the January 2016 meeting were approved with corrections on a motion made by Lois Holt, seconded by Gamal Herbon. Voting was unanimous in favor.*

- 3. Public Comment*

*Library patron Jill Scholten wanted to address concerns she has about the behavior of the junior high students in the library. She is frequently here using the resources available, and when she comes during after-school hours, she hears vulgar language being used both in the parking lot and in the building. Students using the computers to play games also can be loud- she has asked students to be quiet, sometimes they will, other times, they*

won't. She has asked librarians to intervene before, but feels somewhat uncomfortable doing that, since librarians are not there to be disciplinarians. She wanted to address the Board, because she feels the situation is getting worse.

Board members agreed with her and let her know that issues with the junior high have been the topic of many conversations at Board meeting. Director Fong asked her to not hesitate to come and talk to her about any problems, and she will handle the situation and enforce the code of conduct.

The Board members thanked Ms. Scholten for taking time to attend the Board meeting and she left.

#### 4. Financial Report

Director Fong reviewed the financial reports. At 58% of the financial year, the Library has received most of the property-tax revenue already. The Board discussed the difference between "part-time", "full-time" and "seasonal" employees. Gamal Herbon asked about the reserve build-up account. Director Fong said it is a new account set up by Justin Zollinger, Murray City Finance Director. It is an account that will be used to build up savings for future capital projects.

Lois Holt made a motion to receive and file the financial reports, seconded by Gamal Herbon. Voting was unanimous in favor.

#### 5. Board Reports

President Black asked Director Fong for a short report on the new RFID system, and how it is working now that we are a few months into using it. Director Fong reported that she thinks it is going well. Some patrons initially resisted using the system, but staff members have been working to help them get used to using the checkout kiosks. Board members asked if the new system has

mitigated loss of items. Director Fong said that it seems to have helped with the DVD theft the Library had been experiencing.

6. Old Business  
None

7. New Business

#### 7.1 Budget Review

Director Fong presented a budget for the 2016-17 budget year created with the additional \$500,000 that would be generated from the proposed tax levy. The new budget would include funds for 2 full-time employees- a full-time page, and a full-time library aide. There is currently one full-time library aide now, it would create more staff stability to have two. There is also currently an employee who has been working as a page for more than 20 years. The full-time page position would allow for this employee to have benefits and also create more stability in the page's schedule. This budget also allows for raising library employee pay to the midpoint (based on the Wasatch Compensation Survey). This increase was the mayor's recommendation. Board members discussed what midpoint pay is, as well as what it means when an employee's pay is redlined. Any employee who is already at midpoint pay will receive a bonus. This is an action that only affects full-time employees. In the event that the tax levy is not approved by the council, money in the budget would have to be shifted around to accommodate the pay increase.

Patricia Griffiths expressed to the Board her concern about the Library Director's salary. Gamal Herbon noted that when he was Board president, Mike Terry, head of Murray City Human Resources, told him that the Director's salary was set by the city, and not by the Library Board members. He reviewed the process the Board had gone through when they hired Director Fong as the

new Director. Patricia Griffiths said that she felt there should be some clarification of this policy based on Library bylaws, perhaps reviewed by the City Attorney's office. The Library Board members should have been the ones to set the salary, as opposed to the City Human Resources department. Gamal Herbon said that he had the same concerns about the HR department setting the salary.

The Board members discussed the Wasatch Compensation Survey. The Library Assistant Director's salary is currently at redline, he will most likely be retiring in the next few years. Director Fong said that at that time, they will reassess the current administration positions at the Library.

Director Fong reviewed some line items that would see additional funds if the tax levy is approved by the City Council. This includes additional funds in travel and training, equipment maintenance, materials, and also to build up the reserves.

Additionally, the increase would pay for dragon mascot. Staff would wear the mascot at outreach events, and at the Fun Days parade. This mascot would be a one-time expense.

The Library Board discussed whether using Unique Management has been profitable for the Library. Director Fong said she felt it has been beneficial, because patrons have either paid off their fines, or returned their missing items.

President Black asked about the cuts made to the periodicals budget. Director Fong said that the decision has been made to no longer subscribe to magazines, although the Library will still continue to receive newspapers.

The Board discussed money allocated for remodeling and infrastructure changes to the building.

Gamal Herbon made a motion to allow Director Fong present this draft of the budget to the City Council and the mayor as is, seconded by Lois Holt. Voting was unanimous in favor.

## 8. Adjournment

*Gamal Herbon made a motion to adjourn, seconded by Pepper Pehrson. Voting was unanimous in favor and the meeting was adjourned at 8:30 p.m.*